

# 2010 ANNUAL VOLUNTEER REVIEW

## Volunteer Signature Page

G:\Div\A-OPERATIONS\Environmental Services\Volunteers\Volunteer Program\Paperwork Necessary for all Volunteers\Volunteer Policy Review Record 2010.doc

Volunteer Name	Supervisor
Date	Comments

Supervisor Initials	Date Reviewed	Policy Number	Policy Name <i>All policies can be found at <a href="http://www.stpaul.gov/index.aspx?NID=3558">http://www.stpaul.gov/index.aspx?NID=3558</a></i>	Volunteer Initials
		CITY	EEO/AA Policy Statement	
		CITY	City of Saint Paul Work Place Conduct Policy	
		CITY	City of Saint Paul Internet Policy	
		CITY	City of Saint Paul Gambling Policy	
		1.1	Alcohol and Drug-free Work Place Policy	
		1.2	Personal Use of City-Owned Property Policy	
		1.3	Tobacco in Youth Activity Areas	
		1.4	Use of City-Provided Computers Policy	
		1.9	Work Place Violence Policy	
		1.10	Interaction with Juvenile Participants	
		1.17	Division Dress Code Policy	
		4.2.2	Vehicle Accident Policy	
		4.2.5	Vehicle and Equipment Use by Non-City Staff and Volunteers	
		6.1.6	Reporting Work-Related Injuries Policy	
		6.1.9	Severe Weather Policy	
		6.1.11	Open Space Emergency Response Policy	

**My signature indicates that I have received, read and understand the policies listed above. They have been reviewed with me and I acknowledge that I am responsible for adhering to them. I also understand that I am responsible for following all other city policies and Civil Service Rules.**

\_\_\_\_\_  
Volunteer Name (PRINT)

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Date

This signed acknowledge form will be kept by each section manager, or their designee in accordance with appropriate record retention policies. Compliance with these policies will be incorporated as a part of the annual volunteer performance appraisal conducted for all volunteers in the Operations Section.